



UNITED STATES MARINE CORPS

MARINE CORPS LOGISTICS BASE

814 RADFORD BOULEVARD

ALBANY, GEORGIA 31704-1128

BO 5100.17A

A485

28 Feb 03

BASE ORDER 5100.17A

From: Commanding Officer
To: Distribution

Subj: MCLB ALBANY TOBACCO PREVENTION AND CONTROL PROGRAM

Ref: (a) SECNAVINST 5100.13C
(b) MCO 5100.28

1. Situation. The use of tobacco products by Base personnel is discouraged in order to protect all personnel from exposure to tobacco hazards to the greatest degree possible. The health consequences of smoking, use of tobacco products, and exposure to environmental tobacco smoke (ETS) has been clearly documented by the Surgeon General of the United States. In addition, the Environmental Protection Agency has determined that ETS is a human lung carcinogen. Smoking is a leading cause of diseases associated with premature death in the United States among both smokers and non-smokers exposed to ETS. The simple separation of smokers and non-smokers within the same common space does not eliminate ETS exposure. It is also not feasible to engineer out or provide protective equipment to control the exposure to ETS. This exposure adversely impacts the health and readiness of our Corps. In combat trauma, it lessens the ability to survive and is a major cause of increased cost of medical care in both the civilian and military populations. Protection of the health of our personnel and compliance with regulatory requirements to provide a safe and healthy workplace for all personnel require the establishment of this policy in accordance with the references.

2. Cancellation. BO 5100.17

3. Mission. To provide a smoke-free working environment to civilian employees, military members, and Base customers who do not wish to smoke or be exposed to secondhand smoke while aboard this Base.

4. Commander's Intent and Concept of Operations

a. Smoking is prohibited in all Marine Corps-controlled facilities at MCLB Albany except in individual family housing units.

b. Smoking is not permitted within 25 feet of the doorways, windows, and air intakes of all non-housing unit buildings.

5. Execution. The following actions are directed:

a. Director, Marine Corps Community Services

(1) Encourage tobacco use cessation programs without coercing or pressuring personnel to enter these programs.

(2) Provide encouragement and professional assistance to tobacco users to stop using tobacco products.

(3) Provide information to tobacco users on the risks associated with tobacco use, the dangers of secondhand and side-stream smoke to nonsmokers, the benefits of stopping and where tobacco users may go to obtain assistance.

(4) Provide smoking cessation courses on Base for all interested Base tobacco users. Personnel may attend, on official time and without cost, an orientation course on the hazards of smoking. Smokers may attend one smoking cessation clinic without cost and with the government contributing half of the time required for attendance.

b. Director, Installations and Logistics Division

(1) Ensure that all designated smoking areas are clearly identified.

(2) Arrange for "No Smoking" signs to be placed at the entrances to all buildings.

(3) Ensure that adequate tobacco receptacles are available for designated smoking areas.

(4) Ensure that smoking is prohibited in all areas where smoking may cause a fire safety hazard.

c. Commanding Officer, Headquarters Battalion. Make every effort to match roommates according to smoking preferences when assigning BEQ.

d. All Supervisors and Managers

(1) Set the example by not smoking in areas where smoking is prohibited.

(2) Enforce the restrictions established in this Order.

(3) Take appropriate disciplinary action where employees continue to smoke in prohibited areas after being advised not to smoke in those areas.

(4) Encourage, but do not coerce, tobacco users to participate in a smoking cessation course.

(5) Arrange for tobacco users to have official time as described above to attend one smoking cessation course, if requested.

(6) Ensure that breaks for smoking or other reasons are reasonable and do not interfere with productivity.

e. Tobacco users

(1) Limit their tobacco use to the designated smoking areas described above.

(2) Determine whether attendance at a tobacco cessation course will meet their personal needs.

(3) Take reasonable breaks with supervisory concurrence.

f. Non-Tobacco users

(1) Be supportive of tobacco users who are trying to stop using tobacco products.

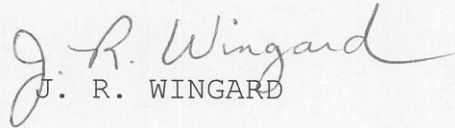
BO 5100.17A

(2) Do not object to smokers who are smoking in designated areas.

6. Command and Signal

a. Command. This Order applies to all tenant commands aboard MCLB Albany.

b. Signal. This Order is effective on the date signed.


J. R. WINGARD

DISTRIBUTION: A